

**LENAWEE-LIVINGSTON-MONROE-WASHTENAW
OVERSIGHT POLICY BOARD**

VISION

"We envision that our communities have both an awareness of the impact of substance abuse and use, and the ability to embrace wellness, recovery and strive for a greater quality of life."

AGENDA

September 24, 2015

**705 N. Zeeb Road, Ann Arbor
Patrick Barrie Conference Room
9:30 a.m. – 11:30 a.m.**

1. Introductions & Welcome – 5 minutes
2. Approval Of Agenda (Board Action) – 2 minutes
3. Approval of AUGUST OPB Minutes {Att. #1} (Board Action) – 5 minutes
4. Audience Participation – 3 minutes per person
5. Presentation: Photo Voice (Presentation) - 20 Minutes
6. Old Business
 - a. CMHPSM Regional SUD Financial Report {Att. #2, 2a-c} (Discussion) – 15 minutes
 - b. Site Visit Monitoring Report Updated {Att. #3, 3a} (Discussion) – 30 minutes
7. New Business
 - a. SOS Changes To Contract (Discussion) – 10 minutes
 - b. Overview Of Services For Next Year (Discussion) – 10 minutes
 - c. Glossary (Discussion) – 10 minutes
 - d. Alternative Date for November-December: December 10 (Discussion) – 10 minutes
8. Report From Regional Board (Discussion) – 5 minutes
9. SUD Director Updates (Discussion) – 15 minutes
 - Naloxone
 - Audit

**Next meeting: Thursday, October 22, 2015
9:30 a.m. – 11:30 a.m.**

**LENAWEE-LIVINGSTON-MONROE-WASHTENAW
OVERSIGHT POLICY BOARD
Summary of August 26, 2015 meeting
705 N. Zeeb Road
Ann Arbor, MI 48103**

Members Present: Tom Waldecker, Charles Coleman, Kim Comerzan, Sheila Little, William Green, Dave DeLano, Cletus Smith, Mac Marr, Mark Cochran, Dianne McCormick

Members Absent: Ralph Tillotson, Cheryl Davis, David Oblak, Amy Fullerton, Laura Rodriguez

Guests:

Staff Present: Stephannie Weary, Marci Scalera, Marie Irwin, Jane Goerge, Katie Postmus, Kristen Ora

M. Scalera called the meeting to order at 9:35 a.m.

1. Introductions
2. Approval of the agenda

Motion by M. Cochran, supported by K. Comerzan, to approve the agenda
Motion carried

3. Approval of the July OPB minutes

Motion by D. McCormick, supported by W. Green, to approve the July minutes
Motion carried

4. Audience Participation
 - None

5. Old Business

a. Membership Staggered Appointments

- OPB appointments took effect on 10/1/14, but the terms of everyone's memberships weren't established. The 10/1/14 memberships need to be staggered for 1, 2, and 3 years for each county.
- **Livingston**
 - ❖ W. Green (1 year), C. Davis (2 years), D. DeLano (3 years), D. McCormick (3 years)
 - ❖ W. Green would like to continue on the OPB.
- **Washtenaw**
 - ❖ M. McPherson (1 year), S. Little (2 years), C. Coleman (2 years), D. Oblak (3 years)
 - ❖ A replacement will be needed for M. McPherson.
- **Monroe**
 - ❖ K. Comerzan (1 year), L. Rodriguez (2 years), T. Waldecker (3 years), M. Cochran (3 years)
 - ❖ K. Comerzan would like to continue on the OPB.

- **Lenawee**

- ❖ M. Marr (1 year), C. Smith (2 years), R. Tillotson (2 years), A. Fullerton (3 years)
- ❖ M. Marr will not continue on the OPB, and needs to be replaced.

- **C. Smith assumed chairmanship of the meeting at this point in the meeting.**

- b. CMHPSM Regional SUD Financial Report

- M. Irwin presented the report.
- The state isn't pulling any money back for FY 15 for Healthy Michigan, but they will reduce funding for 16.
- All the financials look as expected.

6. New Business

- a. Site Visit Monitoring Report

- M. Cochran noted that Rainbow is late in returning their CAP.
- M. Scalera will provide an update at the September OPB meeting.
- K. Ora provided an update on the quality plan.
- C. Coleman requested an explanation be included on the web site report that explains how the %'s are computed in the report.
- K. Postmus and J. Goerge presented an overview on Prevention monitoring. Providers did well, with an overall average score of 94%.
- The next effort will be to get everyone up to speed on recipient rights.

7. Report from Regional Board

- a. All Board Meeting – July 29

- The focus was primarily on some of the goals that board members want for the future.
- Washtenaw County was a major focus.

- b. Selection of Executive Director

- The Regional Board interviewed 3 candidates.
- They have offered the position to Jane Terwilliger; they're currently in negotiations.

8. SUD Director Updates

Naloxone

- M. Scalera provided an update and presented the naloxone kit.
- Each county has been allocated approximately \$2,500.
- In Lenawee EMS and the fire department have been brought in as part of the effort. There is concern regarding the sustainability the program. It is an unfunded mandate for EMS and first responders (not necessarily law enforcement).
- K. Comerzan recommended having a discussion with the drug manufacturer regarding receiving a credit for returning unused kits.

Project Lazarus

- This Washtenaw event was attended by 100+ people, and included discussion on how to affect policy and change in the community.
- M. Scalera would like to bring Project Lazarus into Lenawee and Monroe. It has taken place in Livingston.

9. Meeting adjournment

Community Mental Health Partnership of Southeast Michigan

SUD Financial Highlights

July FYTD Report

Statement of Revenues and Expenses

1. Revenue

- Medicaid eligibles are down for the Region resulting in less Medicaid revenue. The annualized impact if the current trend continues would be approximately (\$95,999) less than the projection.
- Healthy Michigan continues to exceed budget projections – we are \$980,898 higher than the year to date budget for July. The annualized impact would be approximately \$1,177,078 higher than the projection.

2. Funding For SUD Services

- Expenses for Monroe and Washtenaw continue to run over budget due to fee for service claims. No action is being recommended at this time.
- Washtenaw paid a six month financial status report for a project approved by the OPB in January. This project was not included in the budget and therefore increased the over budget condition. Funding was made available using PA2 funding.

Summary of Revenue and Expense by Fund

- This report takes the revenue and expenses and shows surplus / (deficit) by fund source. ROSC funds are paid out to the four ROSC providers based on budget; the estimated utilization line is based on encounter data that has been submitted through July. The utilization is based on a percentage of the whole and won't be finalized until yearend reports are completed.
- All fund sources are showing revenues exceeding expenses through July.
- There has been a small interest amount (\$690) paid on the CD's purchased with PA2 funding.

Attachment #2a - September 2015 Community Mental Health Partnership of Southeast Michigan
STATEMENT OF REVENUES, EXPENSES CHANGES IN NET POSITION
For the Ten Months Ending 7/31/2015

| | Original Budget | YTD Actual | YTD Budget | YTD Actual O/(U) Budget | |
|---------------------------------------|---------------------|---------------------|--------------------|----------------------------|-----|
| Operating Revenue | | | | | |
| Medicaid Capitation | \$1,500,000 | \$1,170,001 | \$1,250,000 | \$(79,999) | 1a. |
| Healthy Michigan Plan | 2,960,442 | 3,447,933 | 2,467,035 | 980,898 | 1b. |
| MiChild | 0 | 11,752 | 0 | 11,752 | |
| SUD Community Grant | 3,767,460 | 3,139,552 | 3,139,550 | 2 | |
| SUD PA2 - Cobo Tax Revenue | 3,717,346 | 3,000,923 | 3,097,790 | (96,867) | |
| Total Operating Revenue | \$11,945,248 | \$10,770,161 | \$9,954,375 | \$815,786 | |
| Funding For SUD Services | | | | | |
| Lenawee County | \$1,022,761 | \$792,707 | \$852,301 | \$(59,594) | |
| Livingston County | 1,309,226 | 1,027,790 | 1,091,023 | (63,233) | |
| Monroe County | 1,143,346 | 1,107,313 | 952,790 | 154,523 | |
| Washtenaw County | 3,203,188 | 3,035,990 | 2,669,330 | 366,660 | |
| Total Funding For SUD Services | \$6,678,521 | \$5,963,800 | \$5,565,444 | \$398,356 | 1c. |
| Other Contractual Obligations | | | | | |
| USE and HICA Tax | 300,188 | 311,578 | 250,157 | 61,421 | |
| Total Other Costs | \$300,188 | \$311,578 | \$250,157 | \$61,421 | |
| CMHPSM Administrative Costs | | | | | |
| Salary & Fringe | \$410,758 | \$310,503 | \$342,298 | \$(31,795) | |
| Administrative Contracts | 67,589 | 65,277 | 56,324 | 8,953 | |
| All Other Costs | 44,344 | 46,294 | 36,953 | 9,341 | |
| Total Administrative Expense | \$522,691 | \$422,074 | \$435,575 | \$(13,501) | |
| Total Operating Expense | \$7,501,400 | \$6,697,452 | \$6,251,176 | \$446,276 | |
| Operating Income (Loss) | \$4,443,848 | \$4,072,709 | \$3,703,199 | \$369,510 | |
| Non-Operating Revenues | | | | | |
| Interest Revenue | \$0 | \$690 | \$0 | \$690 | |
| Change In Net Position | \$4,443,848 | \$4,073,399 | \$3,703,199 | \$370,200 | |

- 1a. We continue to trend under budget for Medicaid funding. There is talk of an adjustment in TANF for the first quarter but we have not received any specifics at this time.
- 1b. We continue to trend over budget for Healthy Michigan funding.
- 1c. Fee for service claims continue to be running over budget at Monroe and Washtenaw. The January-June expense report of \$145,836 for Washtenaw Juvenile Court was received and expensed in June - this project was approved by OPB in January and was not part of the approved budget.

Community Mental Health Partnership Of Southeast Michigan
SUD SUMMARY OF REVENUE AND EXPENSE BY FUND
 July 2015 FYTD

Attachment #2b - September 2015

| Summary Of Revenue & Expense | | | | | | | |
|--|---------------------|------------------|---------------------|---------------------|---------------------|---------------|-----------------------|
| | Funding Source | | | | | | Total Funding Sources |
| | Medicaid | MIChild | Healthy Michigan | SUD - Block Grant | SUD-COBO/PA2 | Other | |
| Revenues | | | | | | | |
| Funding From MDCH | \$ 1,170,001 | \$ 11,752 | \$ 3,447,933 | \$ 3,139,552 | | \$ - | \$ 7,769,238 |
| PA2/COBO Tax Funding | \$ - | \$ - | \$ - | \$ - | \$ 3,000,923 | \$ - | \$ 3,000,923 |
| Other | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 690 | \$ 690 |
| Total Revenues | <u>\$ 1,170,001</u> | <u>\$ 11,752</u> | <u>\$ 3,447,933</u> | <u>\$ 3,139,552</u> | <u>\$ 3,000,923</u> | <u>\$ 690</u> | <u>\$ 10,770,851</u> |
| Expenses | | | | | | | |
| <u>Funding for County SUD Programs</u> | | | | | | | |
| Lenawee | \$ 202,413 | \$ - | \$ 188,419 | \$ 352,033 | \$ 49,842 | \$ - | \$ 792,707 |
| Lenawee Utilization - Based on Encounters | \$ (51,983) | | \$ 122,555 | \$ (70,572) | | | \$ - |
| Livingston | \$ 132,708 | \$ - | \$ 210,378 | \$ 598,087 | \$ 86,617 | \$ - | \$ 1,027,790 |
| Livingston Utilization - Based on Encounters | \$ 37,800 | \$ 1,778 | \$ 36,998 | \$ (76,576) | | | \$ - |
| Monroe | \$ 112,802 | \$ - | \$ 225,812 | \$ 226,270 | \$ 542,429 | \$ - | \$ 1,107,313 |
| All Fee for Service - Room&Board Adjustment | \$ (2,700) | | \$ (4,530) | \$ 7,230 | | | \$ - |
| Washtenaw | \$ 542,209 | \$ - | \$ 834,265 | \$ 1,060,207 | \$ 599,310 | \$ - | \$ 3,035,990 |
| Washtenaw Utilization - Based on Encounters | \$ 21,349 | | \$ 194,173 | \$ (215,522) | | | \$ - |
| Total SUD Expenses | <u>\$ 994,598</u> | <u>\$ 1,778</u> | <u>\$ 1,808,070</u> | <u>\$ 1,881,157</u> | <u>\$ 1,278,198</u> | <u>\$ -</u> | <u>\$ 5,963,800</u> |
| <u>Other Operating Costs</u> | | | | | | | |
| SUD Use Tax | \$ 69,966 | \$ 702 | \$ 206,186 | \$ - | \$ - | \$ - | \$ 276,854 |
| SUD HICA Claims Tax | \$ 8,775 | \$ 88 | \$ 25,859 | \$ - | \$ - | \$ - | \$ 34,724 |
| Total Operating Costs | <u>\$ 78,741</u> | <u>\$ 791</u> | <u>\$ 232,045</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 311,578</u> |
| Administrative Cost Allocation | <u>\$ 73,535</u> | <u>\$ 138</u> | <u>\$ 133,729</u> | <u>\$ 214,672</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 422,074</u> |
| Total Expenses | <u>\$ 1,146,874</u> | <u>\$ 2,707</u> | <u>\$ 2,173,844</u> | <u>\$ 2,095,829</u> | <u>\$ 1,278,198</u> | <u>\$ -</u> | <u>\$ 6,697,452</u> |
| Revenues Over/(Under) Expenses | \$ 23,127 | \$ 9,045 | \$ 1,274,089 | \$ 1,043,723 | \$ 1,722,725 | \$ 690 | \$ 4,073,399 |



FISCAL YEAR 2016 BUDGET

A Focus on Fiscal Integrity and Quality Services

In Partnership with

Lenawee CMHA

CMH Services of Livingston County

Monroe CMHA

Washtenaw County CMH

**Let your
money
express
your soul.**

Lynne Twist

1

**CMHPSM Proposed
FY 2016 Budget
Presentation**

2

**FY 2016 Budget
Detailed
Financial Schedules**

3

FY 2016 Contract List

4

**FY 2016 Position and
Salary Table**

5

Community Mental Health Partnership of Southeast Michigan

Proposed Budget
Fiscal Year 2016
CMHPSM Regional Board
September 9, 2015



CMHPSM Mission

To provide quality behavioral health care that promotes recovery and wellness, fosters resilience and supports self determination and empowerment so that individuals served in our four-county region are successful in achieving their personal goals and dreams.

PIHP Responsibilities

The PIHP shall be responsible for the operation of the Concurrent 1915(b)/(c) Waiver, SUD Community Grant, the Healthy Michigan Plan, Autism Benefit under iSPA, MI Child and other public funding within its designated service area. The PIHP shall also be responsible for the development of the service delivery system and the establishment of sufficient administrative capabilities to carry out the requirements and obligations of the Specialty Services contract.

Areas of Responsibility

- Financial Management
- Service Delivery System Development
- Oversight Monitoring of the following delegated functions
 - Access Assurance
 - Provider Network Services
 - Quality Assessment/Performance Improvement
 - Service and Utilization Management
 - Customer Services
- Regulatory Management – Corporate Compliance
- PA 500 and Application for Participation Requirements
- SUD Treatment and Prevention Services and special funding requirements
- Adherence to all Contract Attachments including SUD Policy Manual

Funding Sources

Revenue for FY2016

State Plan/ B3 Medicaid Capitation Payments (Mental Health and SUD services)
 Habilitation Supports Waiver Payments
 Autism Benefit Payments
 Healthy Michigan Plan Capitation Payments
 SUD Community Grant Funds
 PA 2 Funds (governed by Oversight Policy Board)

Risk Reserve Funding Balances (not budgeted)

Internal Service Fund \$8.8 million
 PA 2 SUD Fund Balance \$4.4 million

Assumptions in this Budget Development

- Medicaid Projections are based on FY 2015 actual funding received from MDHHS
- Habilitation Supports Waiver (HSW) is budgeted based on the FY 2015 actual funding received from MDHHS consistent with our PIHP slot allocation and utilization
- Healthy Michigan Plan is budgeted using the August 2015 enrollments as representative of a "steady state" participation and adjusted for 2016 rates
- Traditional Medicaid savings from FY 2015 will not be budgeted for 2016
- Healthy Michigan Plan Medicaid savings from FY 2015 will be budgeted for 2016
- Autism Benefit is budgeted at the FY 2015 trends for CMHSP Services provided

Assumptions (continued)

- CMHSP Partners have held steady funding request for FY2016 despite a rise in local expenses (constitutes a budget cut for some counties)
- Unexpected increases in service costs such as CLS may require additional funding until costs can be contained
- There is still not enough service history with Healthy Michigan to know the full relationship of revenue to cost
- Healthy Michigan Plan Medicaid must be kept separate from the Traditional Medicaid
- Healthy Michigan Plan revenue rates are substantially lower in FY 2016

Assumptions: Other Contractual Costs

- Hospital Rate Adjuster – The June FYTD costs were annualized for a full fiscal year as these costs remain relatively constant
- Local Match has not changed in over 10 years so the amount paid in 2015 was budgeted for 2016
- Mental Health and SUD Use Tax – This amount is calculated at 5.98% of Traditional Medicaid, Medicaid Autism, MICHild, Health Home and Medicaid Healthy Michigan Plan funding received
- Mental Health and SUD HICA Tax – This amount is calculated at 0.75% on the actual cost of Medicaid, Medicaid Autism, MICHild, Health Home and Medicaid Healthy Michigan Plan services provided.

Assumptions: PIHP Administrative Costs

- Salary and Fringe costs are based on actual Board approved positions, using the respective salary range and policy provisions
- Fringe costs are estimated based on actual experience of the PIHP in FY 2015 for the related positions
- Professional Service Contracts are budgeted based on negotiated rates and estimated usage or total service fee
- Office space and infrastructure cost is based on actual lease rates
- Misc/ Supplies budgeted based on tracked usage from the previous fiscal year and projected changes

Process of Budget Development

- Review of last fiscal year's expenditures
- Projection of revenue based on historical patterns
- Projection of PIHP Administrative Costs and Contractual obligations
- Review of CMHSP Partner needs for Traditional Medicaid and Healthy Michigan Plan Medicaid (projected services, personnel costs and adjustments for new requirements)
- Revenue and projected needs matched to determine preliminary allocations
- Adjust for FY 2016 rates, new numbers for Healthy Michigan enrollment, calculated Medicaid Savings in HMP
- Review and agreement on Allocation numbers
- Regional Board review and approval



Overview of Budget (see handouts for detail)

Total Revenue Projected for FY 2016

\$157,148,483



Allocations

- CMHSP (amounts include Traditional Medicaid and Healthy Michigan Plan Medicaid, Autism and MICHild for all Regional partners and Health Home in Washtenaw)

| | |
|--------------|-------------------------|
| ■ Lenawee | \$16,987,987 |
| ■ Livingston | \$23,466,599 |
| ■ Monroe | \$23,356,719 |
| ■ Washtenaw | \$64,704,549 |

Allocations

■ Total Substance Use Disorder Prevention and Treatment (by County)

| | |
|--------------|----------------------------------|
| ■ Lenawee | \$ 1,278,823 |
| ■ Livingston | \$ 1,614,420 |
| ■ Monroe | \$ 1,506,177 (managed by CMHPSM) |
| ■ Washtenaw | \$ 4,026,893 (managed by CMHPSM) |

PIHP Administrative Costs

(see detail in handouts)

Other Contractual Costs \$13,710,161

Hospital Rate Adjuster
Use Tax and HICA
Local Match

Administrative Costs \$ 2,981,104 (1.9% of total funding)

Salary and Fringe
Contracts
Infrastructure (space and systems)
Training
Supplies



Distribution of Budgeted Funds

- Medicaid Allocations for State Plan/B3, HSW and Healthy Michigan payments will be distributed monthly as 1/12 of the approved budgets according to the contracts
- Payments will continue to be made to the CMHSPs on a timely schedule to prevent cash flow problems
- CMHPSM CFO will review monthly CMHSP financial reports (as presented to the local Boards) and auxiliary detail as needed
- Monthly, the CMHPSM will review Traditional Medicaid and Healthy Michigan Plan Medicaid funding paid to the CMHSPs versus their actual use of the funds
- Excess Medicaid will only be recouped by the CMHPSM in the event that it needs to be reallocated to another CMHSP (prior to the end of fiscal year cost settlement)
- All such adjustments to the Medicaid distributions will be noted in the Quarterly Regional report to the board



Challenges for 2016

- The Region continues to see an increase in the number of requests for service
- Case load sizes have increased as our numbers increase but we are not expanding service delivery capacity in some cases
- Potential contract change to extend ABA services for up to age 21 beginning as early as January 2016
- Restrictions on the use of Healthy Michigan funding in IMDs force the use of General Funds or higher cost inpatient stays at community hospitals




Addressing the Challenges

- Each CMHSP will continue to review requests for funds that might not be fully used or did not cover unexpected cost increases
- Efficiencies within the region will be looked for to reduce overall administrative cost to the region and improve service
- PIHP administrative costs will be held to budgeted amount
- PIHP will do monthly reconciliation of Medicaid to ensure that unspent Medicaid can be reallocated if necessary
- Under or over budgeted allocations will be brought quarterly to the CMHPSM Board for review

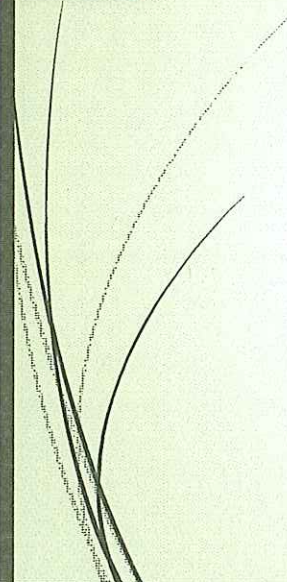


Questions/Concerns/Comments



BOARD ACTION REQUESTED

Approve the proposed 2016
Budget and the Allocations
contained therein



Community Mental Health Partnership Of Southeast Michigan
FY 2016 ANNUAL BUDGET
September 9, 2015

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| Detail of Board Expenses | Page 5 |

Community Mental Health Partnership Of Southeast Michigan
FY 2016 BUDGET OVER/(UNDER) FY 2015 BUDGET
FY 2016 Budget

| Summary Of Revenue & Expense | | | |
|--|-----------------------|----------------------------|--------------------------|
| | FY 2016 Budget | FY 2015 Original Budget | FY 2016 O/(U) FY 2015 |
| Funding Sources | | | |
| FY 2016 Traditional Medicaid Capitation | \$ 132,668,900 | \$ 134,000,000 | \$ (1,331,100) |
| FY 2015 Traditional Medicaid Carry Forward | - | 4,230,523 | (4,230,523) |
| Healthy Michigan Plan Medicaid | 13,355,100 | 11,853,261 | 1,501,839 |
| FY 2015 HMP Medicaid Carry Forward | 1,332,382 | - | 1,332,382 |
| Autism -- Medicaid | 1,519,075 | 179,037 | 1,340,038 |
| Autism -- MICHild | 142,640 | 20,754 | 121,886 |
| WASH CMH Health Home | 419,801 | 1,129,388 | (709,587) |
| State Community Grant | 3,767,460 | 3,767,460 | - |
| FY 2016 PA2/COBO Liquor Tax -- Distribution (50% of Total) | 1,790,599 | 3,717,346 | (1,926,747) |
| Use Of Prior Years' PA2 Funding | 315,199 | - | 315,199 |
| CMHSP Billings For SIS Assessors | 217,567 | - | 217,567 |
| Improved Integrated Health Via Peer Supports Block Grant | - | 225,000 | (225,000) |
| Local Match For Medicaid Enhancement Funds | 1,577,780 | 1,577,780 | - |
| WASH CMH Local Share Match For Health Home Funding | 41,980 | - | 41,980 |
| Total Revenues | <u>\$ 157,148,483</u> | <u>\$ 160,700,549</u> | <u>\$ (3,552,066)</u> |
| Uses Of Funding | | | |
| Funding For CMHSP Partners | | | |
| Medicaid | \$ 118,100,000 | \$ 123,903,280 | \$ (5,803,280) |
| Healthy Michigan Plan | 10,500,000 | 8,294,333 | 2,205,667 |
| Autism -- Medicaid | 1,393,460 | 166,988 | 1,226,472 |
| Autism -- MICHild | 130,845 | 20,754 | 110,091 |
| WASH CMH Health Home -- Pass Through | 391,549 | 1,061,851 | (670,302) |
| Block Grant | - | 225,000 | (225,000) |
| Total Funding For CMHSP Partners | <u>\$ 130,515,854</u> | <u>\$ 133,672,206</u> | <u>\$ (3,156,352)</u> |
| Funding For County SUD Programs | | | |
| Prevention Services | \$ 1,114,205 | \$ 1,297,940 | \$ (183,735) |
| Treatment Services | 5,034,618 | 4,370,572 | 664,046 |
| Women's Specialty Services | 148,204 | 148,204 | - |
| State Disability Assistance | 82,855 | 82,855 | - |
| Local Program Initiatives | 2,046,431 | 778,950 | 1,267,481 |
| Total County SUD Programs | <u>\$ 8,426,313</u> | <u>\$ 6,678,521</u> | <u>\$ 1,747,792</u> |
| Other Contractual Obligations | | | |
| Hospital Rate Adjuster Payment | \$ 2,122,900 | \$ 2,035,776 | \$ 87,124 |
| Use Tax (Medicaid, HMP & Autism) | 8,856,710 | 8,800,269 | 56,441 |
| HICA Tax (Medicaid, HMP & Autism) | 1,110,791 | 1,103,713 | 7,078 |
| Local Match For Medicaid Enhancement Funds | 1,577,780 | 1,577,780 | - |
| WASH CMH Local Share Match For Health Home Funding | 41,980 | - | 41,980 |
| Total Operating Costs | <u>\$ 13,710,161</u> | <u>\$ 13,517,538</u> | <u>\$ 192,623</u> |
| Administrative Budget | | | |
| Salary & Fringe | \$ 1,753,037 | \$ 1,239,269 | \$ 513,768 |
| WCHO Staff Support | - | 249,498 | (249,498) |
| Consulting/Contractors | 1,055,752 | 790,005 | 265,747 |
| Other Staff Related Costs | 80,025 | 17,246 | 62,779 |
| Board Expense | 15,190 | 8,155 | 7,035 |
| All Other | 59,600 | 77,682 | (18,082) |
| Provision For Unforeseen | 17,500 | - | 17,500 |
| Total Personnel & Admin. Costs | <u>\$ 2,981,104</u> | <u>\$ 2,381,855</u> | <u>\$ 599,249</u> |
| Total Expenses | <u>\$ 155,633,432</u> | <u>\$ 156,250,120</u> | <u>\$ (616,688)</u> |
| Revenues Over/(Under) Expenses | <u>\$ 1,515,051</u> | <u>\$ 4,450,429</u> | <u>\$ (2,935,378)</u> |

Community Mental Health Partnership Of Southeast Michigan
SUMMARY OF FY 2016 SUD REVENUES AND EXPENSES
FY 2016 Budget

| Revenue & Expense By Category | | | | |
|--|----|-------------------------------------|---------------------------------------|----------------------------------|
| | | <u>FY 2016 DRAFT Projection</u> | <u>FY 2015 Budget As Approved</u> | <u>FY 2015 O/(U) FY 2016</u> |
| Funding Sources | | | | |
| Medicaid -- Allocated On Expense | \$ | 1,463,301 | \$ 1,500,000 | \$ (36,699) |
| Healthy Michigan Plan | | 3,334,500 | 2,960,442 | 374,058 |
| State Allocation | | | | |
| Community Grant -- Treatment | \$ | 2,481,563 | \$ 2,841,484 | \$ (359,921) |
| Women's Spec. Services -- Tx | | 148,204 | 148,204 | - |
| Community Grant -- Prevention | | 1,054,838 | 694,917 | 359,921 |
| State Disability Assistance | | 82,855 | 82,855 | - |
| Total State Allocation | \$ | 3,767,460 | \$ 3,767,460 | \$ - |
| PA2/COBO Funding | | | | |
| FY 2016 Distribution --50% Of Total | \$ | 1,790,599 | \$ 3,717,346 | \$ (1,926,747) |
| Use Of Reserves | | 315,199 | - | 315,199 |
| Total PA2/COBO Funding | \$ | 2,105,798 | \$ 3,717,346 | \$ (1,611,548) |
| Total Funding Sources | \$ | 10,671,059 | \$ 11,945,248 | \$ (1,274,189) |
| Uses Of Funding | | | | |
| Service Costs | | | | |
| Prevention Services | \$ | 1,114,205 | \$ 1,205,740 | \$ (91,535) |
| Treatment Services -- ROSC | | 3,094,329 | 4,370,572 | (1,276,243) |
| Treatment Services -- FFS | | 1,740,289 | - | 1,740,289 |
| Tx Services, Recovery Housing -- FFS | | 200,000 | - | 200,000 |
| Women's Specialty Services (Tx) | | 148,204 | 148,204 | - |
| State Disability Assistance | | 82,855 | 82,855 | - |
| Local Program Initiatives | | 2,046,431 | 778,950 | 1,267,481 |
| Other | | - | - | - |
| Total County SUD Programs | \$ | 8,426,313 | \$ 6,586,321 | \$ 1,839,992 |
| Other Contractual Obligations | | | | |
| Medicaid Use Tax 5.98% | \$ | 87,505 | \$ 266,735 | \$ (179,230) |
| HMP Use Tax 5.98% | | 199,404 | - | 199,404 |
| Medicaid HICA Tax 0.75% | | 10,974 | 33,453 | (22,479) |
| HMP Use Tax 0.75% | | 25,009 | - | 25,009 |
| Total Operating Costs | \$ | 322,892 | \$ 300,188 | \$ 22,704 |
| Administrative Costs | | | | |
| Traditional Medicaid 22.31% | \$ | 129,447 | \$ 614,891 | \$ (485,444) |
| HMP Medicaid 37.68% | | 218,625 | - | 218,625 |
| State Agreement 40.01% | | 232,143 | - | 232,143 |
| Total Administrative Costs | \$ | 580,215 | \$ 614,891 | \$ (34,676) |
| Total Use Of Funding | \$ | 9,329,420 | \$ 7,501,400 | \$ 1,828,020 |
| Sources Over/(Under) Uses | \$ | 1,341,639 | \$ 4,443,848 | \$ (3,102,209) |

Community Mental Health Partnership Of Southeast Michigan
SUMMARY OF FY 2016 MH & SUD REVENUES AND EXPENSES BY FUND
FY 2016 Budget

| Rev. & Exp. By Fund Source | | Medicaid | Healthy MI Plan | HHBH | Autism Medicaid | Autism MI/Child | State Agreement | PA2/COBO & Other Local | Total Fund Sources |
|---|----------------|---------------|-----------------|--------------|-----------------|-----------------|-----------------|------------------------|--------------------|
| <u>MH & SA Source Of Funds</u> | | | | | | | | | |
| Mental Health | \$ 131,205,599 | \$ 10,020,600 | \$ 419,801 | \$ 1,519,075 | \$ 142,640 | - | - | \$ 1,837,327 | \$ 145,145,042 |
| Mental Health Carry Forward | - | 1,332,382 | - | - | - | - | - | - | 1,332,382 |
| SUD | 1,463,301 | 3,334,500 | - | - | - | 3,767,460 | - | 2,105,798 | 10,671,059 |
| Total Funding | \$ 132,668,900 | \$ 14,687,482 | \$ 419,801 | \$ 1,519,075 | \$ 142,640 | \$ 3,767,460 | - | \$ 3,943,125 | \$ 157,148,483 |
| <u>MH Use Of Funds</u> | | | | | | | | | |
| Funding For CMHSP Partners | \$ 118,100,000 | \$ 10,500,000 | \$ 391,549 | \$ 1,393,460 | \$ 130,845 | - | - | \$ - | \$ 130,515,854 |
| Use & HICA Taxes 6.73% | 8,830,137 | 674,386 | 28,252 | 102,234 | 9,600 | - | - | - | 9,644,609 |
| HRA | 2,122,900 | - | - | - | - | - | - | - | 2,122,900 |
| Local Match For Medicaid | - | - | - | - | - | - | - | 1,577,780 | 1,577,780 |
| Local Match For Medicaid Administration | - | - | - | - | - | - | - | 41,980 | 41,980 |
| Total Use Of Funds | \$ 131,032,187 | \$ 11,352,982 | \$ 419,801 | \$ 1,519,075 | \$ 142,640 | - | - | \$ 217,567 | \$ 2,400,889 |
| <u>SUD Use Of Funds</u> | | | | | | | | | |
| Prevention Services | \$ - | \$ - | \$ - | \$ - | \$ - | 1,054,838 | - | \$ 59,367 | \$ 1,114,205 |
| Treatment Services | 1,235,375 | 2,311,299 | - | - | - | 1,487,944 | - | - | 5,034,618 |
| Women's Sp. Services & SDA | - | - | - | - | - | 231,059 | - | - | 231,059 |
| Local Program Initiatives | - | - | - | - | - | - | - | 2,046,431 | 2,046,431 |
| Use & HICA Taxes 6.73% | 98,480 | 224,412 | - | - | - | - | - | - | 322,892 |
| Administration | 129,446 | 218,625 | - | - | - | 232,144 | - | - | 580,215 |
| Total Use Of Funds | \$ 1,463,301 | \$ 2,754,336 | \$ - | \$ - | \$ - | \$ 3,005,985 | - | \$ 2,105,798 | \$ 9,329,420 |
| Total MH & SA Uses Of Funds | \$ 132,495,488 | \$ 14,107,318 | \$ 419,801 | \$ 1,519,075 | \$ 142,640 | \$ 3,005,985 | - | \$ 3,943,125 | \$ 155,633,432 |
| Sources Over/(Under) Uses | | | | | | | | | |
| | \$ 173,412 | \$ 580,164 | \$ - | \$ - | \$ - | \$ 761,475 | - | \$ - | \$ 1,515,051 |
| Memo: | | | | | | | | | |
| MH Revenue O/(U) Expenses | \$ 173,412 | \$ - | \$ - | \$ - | \$ - | \$ - | - | \$ - | \$ 173,412 |
| SUD Revenue O/(U) Expenses | - | 580,164 | - | - | - | 761,475 | - | - | 1,341,639 |

Community Mental Health Partnership Of Southeast Michigan
FY 2016 REVISED ADMINISTRATIVE COSTS VERSUS FY 2016 ORIGINAL LEVEL
FY 2016 Budget

| | FY 2016 Proposed Budget -- Revised | FY 2016 Proposed Budget -- Original | FY 2016 Revised O/(U) Original |
|-------------------------------|---------------------------------------|--|-----------------------------------|
| Staffing Level (FTEs) | 18.75 | 18.75 | - |
| Employee Related Costs | | | |
| Salary And Wages | \$ 1,363,409.80 | \$ 1,383,151.07 | \$ (19,741.27) |
| Fringe Costs | | | |
| Payroll Taxes | \$ 149,975.07 | \$ 144,769.32 | \$ 5,205.75 |
| Medical Insurance | 113,674.86 | 113,674.86 | - |
| Dental Insurance | 35,461.20 | 35,461.20 | - |
| Vision Insurance | 3,049.98 | 3,049.98 | - |
| Life/Disability Insurance | 26,112.36 | 26,112.36 | - |
| Retirement | 61,353.44 | 59,223.82 | 2,129.62 |
| Total Fringe Cost | <u>\$ 389,626.91</u> | <u>\$ 382,291.54</u> | <u>\$ 7,335.37</u> |
| Total Salary & Fringe Cost | <u>\$ 1,753,036.71</u> | <u>\$ 1,765,442.61</u> | <u>\$ (12,405.90)</u> |
| Non-Employee Costs | | | |
| Audit Expense | \$ 20,600.00 | \$ 20,600.00 | \$ - |
| Temporary Salary Costs | 15,000.00 | 15,000.00 | - |
| Board Expense | 15,190.00 | 15,190.00 | - |
| Computer Hardware | 14,000.00 | 15,000.00 | (1,000.00) |
| Computer Software | 7,000.00 | 7,000.00 | - |
| Consulting/Contractors | 913,393.20 | 961,393.20 | (48,000.00) |
| Staff Development/Conf. | 23,500.00 | 25,500.00 | (2,000.00) |
| Employee Travel | 41,525.00 | 42,525.00 | (1,000.00) |
| Insurance Costs | 8,799.00 | 8,799.00 | - |
| Legal Fees | 11,000.00 | 12,000.00 | (1,000.00) |
| Office Space | 97,960.00 | 97,960.00 | - |
| Operating Supplies | 6,700.00 | 7,700.00 | (1,000.00) |
| Postage | 1,500.00 | 1,500.00 | - |
| Printers/Fax Machines | 4,000.00 | 5,000.00 | (1,000.00) |
| Printing & Binding | 2,400.00 | 2,400.00 | - |
| Recruitment | 2,000.00 | 2,000.00 | - |
| Repair/Maint. -- Equipment | 2,000.00 | 2,000.00 | - |
| Subscriptions & Dues | 5,000.00 | 5,000.00 | - |
| Telephone Expense | 14,000.00 | 14,000.00 | - |
| Miscellaneous | 22,500.00 | 32,500.00 | (10,000.00) |
| Total Non-Employee Costs | <u>\$ 1,228,067.20</u> | <u>\$ 1,293,067.20</u> | <u>\$ (65,000.00)</u> |
| Total Administrative Budget | <u>\$ 2,981,103.91</u> | <u>\$ 3,058,509.81</u> | <u>\$ (77,405.90)</u> |

Community Mental Health Partnership Of Southeast Michigan

BOARD EXPENSES -- DRAFT

FY 2016 Budget

| | Quantity | Cost | Total Cost | Notes |
|--|----------|----------|------------------|--|
| <u>Regional Board Expense</u> | | | | |
| Annual Stipends | 12 | \$ 25.00 | \$ 300.00 | Stipend For 1 OPB Member On Regional Board |
| Food At Monthly Board Meetings | 12 | 100.00 | 1,200.00 | Assume CSTS Catering Of Sandwiches |
| Annual All Board Meeting | 1 | 1,000.00 | 1,000.00 | Estimate |
| Annual Board Retreat | 1 | 250.00 | 250.00 | Estimate -- Assume Held At CMHPSM Office |
| Misc. Mileage For MACMHB Meetings | | | 1,000.00 | Reimbursement To Attend Committee Mtgs. |
| Winter/Spring/Fall MACMHB Conference | | | 2,700.00 | Registration, 2 Nights In Hotel & Mileage/Misc. |
| Total Regional Board Expense | | \$ | <u>6,450.00</u> | Meals For One Member At Each Conference |
| <u>Oversight Policy Board Expense</u> | | | | |
| Annual Stipends | 192 | \$ 40.00 | \$ 7,680.00 | Stipends For 16 OPB Members For 12 Meetings |
| Food At Monthly Board Meetings | 12 | 30.00 | 360.00 | Light Snacks Only |
| Annual Board Retreat | 1 | 500.00 | 500.00 | Estimate -- Assume Held Offsite & Not At CMHPSM Office |
| Annual Member Manual | 1 | 200.00 | 200.00 | Estimate For Cost Of Binders & Reference Materials |
| Total OPB Expense | | \$ | <u>8,740.00</u> | |
| Total Expenses For Regional And OPB Boards | | \$ | <u>15,190.00</u> | |

CMHPSM FY16 Contract List

All contracts listed have a term of October 1, 2015 to September 30, 2016, unless noted otherwise.
All funding amounts listed are full fiscal year annual not-to-exceed amounts unless noted otherwise.

Revenue Contracts

| PIHP Medicaid Revenue Contract | Funding Amount |
|--|-----------------------|
| Michigan Department of Health and Human Services | Determined by MDCH |

Administrative Expense Contracts

| Administrative Contracts | Funding Amount |
|--|-----------------------|
| ADP (Payroll Services) | \$4,000 |
| Afia (Electronic Health Record Procurement Consultant) | \$10,000 |
| Cohl, Stoker Toskey, P.C. | \$225/per hour |
| Executive Director Contract with Mary O'Hare (Term 10-1-15 to 1-31-16) | \$9,453.25/per month |
| Marwil and Associates (Human Resources & Benefits Broker) | \$3,600 |
| Maner Costerisan (Finance Software Support) | \$5,550 |
| Merit (Internet Provider) | \$10,000 |
| MORC (SIS Assessor Training) | \$5,000 |
| NetMotion (Offsite Network Access) | \$1,500 |
| Office365 (CMHPSM Email System) | \$1,800 |
| PCE Systems (Electronic Health and Hosting Services) | \$654,708 |
| Psychiatrist for Second Opinions | \$10,000 |
| Roslund Prestage – (Regional Audit Firm PIHP Share) | \$20,600 |
| SAS (Statistical Software Annual License) | \$3,162 |
| Socius (Finance Software Annual License) | \$13,000 |
| Washtenaw County Lease for Regional Health Data Analyst (Term 10-1-15 to 3-17-16) | \$2,199/per week |
| Washtenaw County Lease for Office Space & Facilities Charges | \$97,960.32 |
| Zenith Technology Services | \$125,000 |

Mental Health Expense Contracts

| CMHPSM-CMHSP Medicaid Mental Health Service Funding Contracts | Funding Amount |
|--|-----------------------|
| Community Mental Health Services of Livingston County | Per CMHPSM Budget |
| Lenawee Community Mental Health Authority | Per CMHPSM Budget |
| Monroe Intermediate School District | Per CMHPSM Budget |
| Washtenaw County Community Mental Health | Per CMHPSM Budget |

| CMHPSM-CMHSP Master Project & Sub-Grant Agreements | Funding Amount |
|---|-----------------------|
| Community Mental Health Services of Livingston County | Per CMHPSM Budget |
| Lenawee Community Mental Health Authority | Per CMHPSM Budget |
| Monroe Community Mental Health Authority | Per CMHPSM Budget |
| Washtenaw County Community Mental Health | Per CMHPSM Budget |

Substance Use Disorder Contracts

| SUD ROSC Core Provider Contracts | Funding Amount |
|---|-----------------------|
| Lenawee Community Mental Health Authority | \$747,430 |
| Community Mental Health Services of Livingston County | \$746,900 |
| Dawn Inc. | \$800,000 |
| Home of New Vision | \$800,000 |

| SUD Prevention Contracts | Funding Amount |
|---|-----------------------|
| Lenawee County SUD Prevention | |
| Lenawee Community Mental Health | \$163,000 |
| Livingston County SUD Prevention | |
| Livingston County Catholic Charities | \$412,673 |
| Monroe County SUD Prevention | |
| Catholic Charities of Southeast Michigan | \$99,703 |
| Monroe County Public Schools | \$114,444 |
| Karen Bergbower and Associates – DYTUR Funding | \$31,575 |
| Washtenaw County SUD Prevention | |
| Catholic Social Services of Washtenaw County | \$75,994 |
| Karen Bergbower and Associates | \$94,553 |
| U of M Regional Alliance for Healthy Schools (RAHS) | \$43,680 |

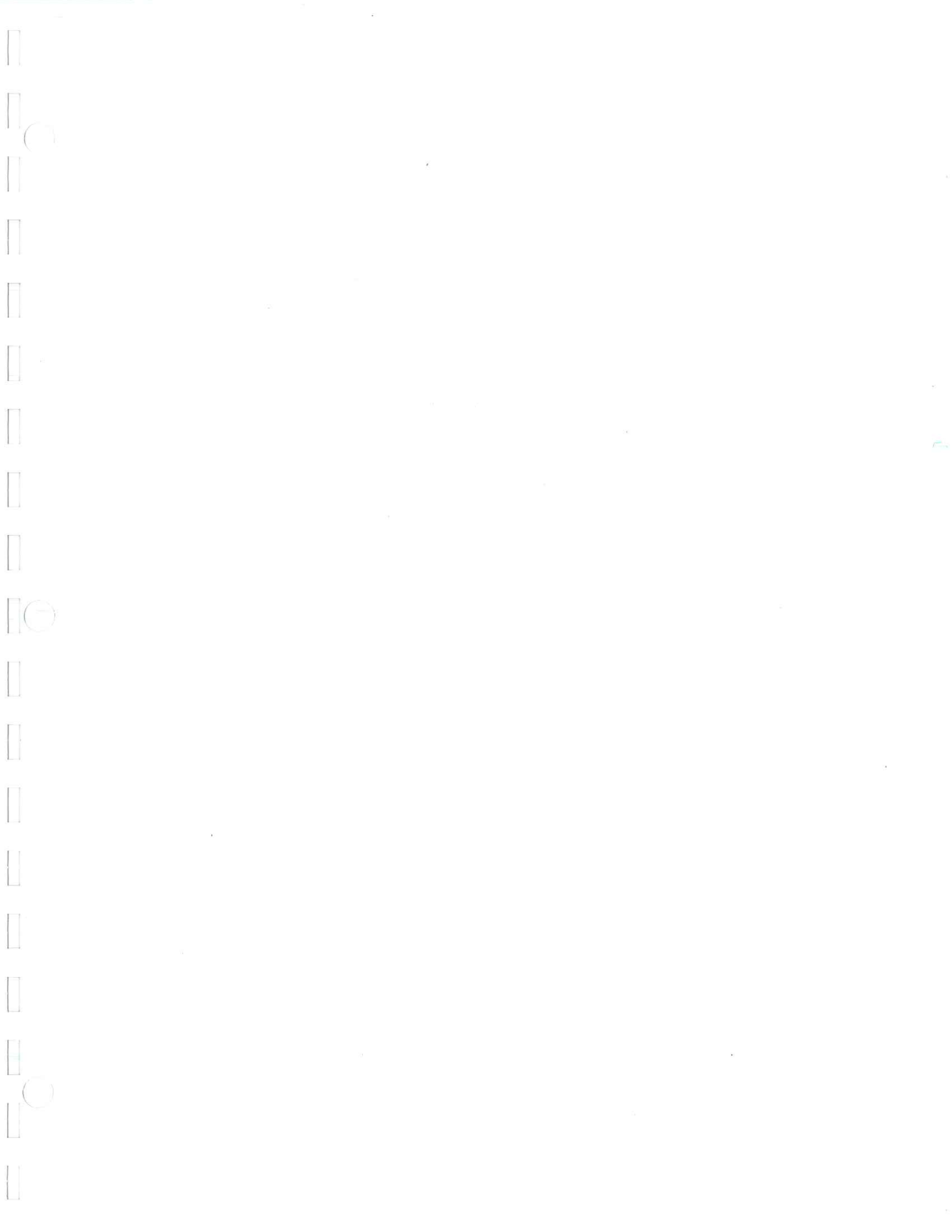
| SUD Fee-For-Service Contracts | Funding Amount |
|--|-----------------------|
| <i>All fee-for-service SUD service contract expenditures are based on medically necessary authorizations within the overall service budget, expensed by the consumers funding source eligibility (Medicaid, Healthy Michigan Medicaid, Block Grant & PA2 Funding).</i> | |
| Ann Arbor Treatment Center | SUD Fee-For-Service |
| Catholic Charities of Southeast Michigan | SUD Fee-For-Service |
| Dawn Inc. (Long Term Residential) | SUD Fee-For-Service |
| Hegira (Canton, Westland) | SUD Fee-For-Service |
| Holy Cross/Kairos | SUD Fee-For-Service |
| Women Empowering Women (Paula's House) | SUD Fee-For-Service |
| Personalized Nursing Light House | SUD Fee-For-Service |
| Premier Services | SUD Fee-For-Service |
| Rainbow Center of Michigan (Monroe, Taylor) | SUD Fee-For-Service |
| Sacred Heart Rehab | SUD Fee-For-Service |
| Salvation Army Harbor Light | SUD Fee-For-Service |
| Touchstone Recovery | SUD Fee-For-Service |
| Trinity Health - Greenbrook | SUD Fee-For-Service |
| UMATS (University of Michigan) | SUD Fee-For-Service |
| Victory Clinic | SUD Fee-For-Service |

| SUD Other Service Contracts | Funding Amount |
|---|-----------------------|
| Charles E. Smith- Engagement Center Lease | \$14,090 |
| HRO – Engagement Center Maintenance | \$7,260 |
| Home of New Vision | \$100,000 |
| Lenawee Community Mental Health | \$35,794 |

| SUD PA2 Contracts Approved by SUD Oversight Policy Board | Funding Amount |
|---|-----------------------|
| Lenawee from RFP#2016B | |
| Adrian Andy's Angels | \$8,987 |
| Lenawee County Probate Court | \$65,496 |
| LCMHA (Engagement Center) | \$192,620 |
| Livingston from RFP#2016B | |
| LCCMHA (Engagement Center) | \$398,780 |
| LCCMHA (Wraparound Program) | \$40,000 |
| LCCMHA (School Support Group) | \$16,068 |
| Monroe from RFP#2016B | |
| Catholic Charities of Southeast Michigan – Peer Support | \$25,000 |
| Catholic Charities of Southeast Michigan – Family Supports | \$38,382 |
| Touchstone Recovery (Recovery Housing) | \$60,000 |
| Women Empowering Women (Recovery Housing - Paula's House) | \$133,650 |
| Washtenaw from RFP#2016B | |
| Avalon Housing | \$150,000 |
| Corner Health Center / Ozone House | \$150,000 |
| Home of New Vision – Engagement Center | \$391,228 |
| Home of New Vision – Recovery Community Support Services Program | \$290,418 |
| Washtenaw | |
| Dawn Inc. & Home of New Vision – Pharmacy Program | \$1,000 |
| Washtenaw County & Juvenile Drug Court (Term 10-1-15 to 12-31-2015) | \$102,668 |

Memorandums of Understanding / Coordination Agreements / Data-Use Agreements (No Funding)

| Current Medicaid Health Plan Coordination Agreements* |
|--|
| Blue Cross Complete |
| McLaren Health Plan |
| Meridian Health Plan |
| Midwest Health Plan |
| Molina Healthcare |
| United Healthcare |
| *Medicaid Health Plans are currently undergoing a re-bid process, the CMHPSM is required to contractually coordinate with all Medicaid Health Plans within the region so this list is subject to change. |



EMPLOYEE POSITION AND SALARY TABLE

Approved by CMHPSM Regional Board 8-13-14

Updated 9-10-14 *

Updated 3-11-15 **

Updated 10-1-15 ***

| Job Title | Position ID | FT/ PT | Functions | Recommended Salary Range |
|------------------------------------|-------------|-----------|--|-----------------------------|
| Chief Executive Officer*** | EXE00001 | FT | Chief administrative officer Staff liaison to Regional PIHP Board Oversight for PIHP functions and regional staffing Liaison between Regional Operations Committee and Regional Board Provide leadership for compliance with all contract requirements for the Medicaid contract with MDCH | Negotiated Contract |
| SUD Services and Clinical Director | DIR21001 | FT | Provide leadership and management of SUD treatment and prevention services. Staff liaison to Oversight Policy Board Act as the Chief Clinical Director for all Behavioral Health Requirements | 75,000 – 108,000 |
| Chief Operations Officer*** | DIR22001 | FT | Manage MDCH contract requirements Provider Network Management (CMHSPs and SUD Core Providers) and Oversight for Delegated network management and credentialing Infrastructure Management for PIHP Professional Services contract manager | 75,000 – 108,000 |
| Quality/Compliance Director | DIR23001 | FT | Oversight for Delegated Functions in Quality/Compliance/Utilization Review and Customer Service Liaison for State and Federal Audits Program Integrity Waiver Services oversight | 75,000 – 108,000 |
| Chief Finance Officer*** | DIR24001 | FT | Act as the chief financial officer including revenue projections, trend analysis and consultation to regional board, CEO and executive directors regarding finance | ** 75,000 – 108,000 |
| Information Systems Developer | MAN21002 | FT | Skilled technical and leadership role for the continuity and security of all technical systems used by the CMHPSM including all personal computing devices, network and EHR | ** 75,000 – 108,000 |
| Finance Manager | MAN14001 | FT | Responsible for finance operations, manages Budget Development, Accounting and Board Finance Reports, Provide financial oversight for PIHP level grant submissions, SUD finance reporting | 60,000 – 89,000 |
| Regional Health Data Analyst | MAN21003 | FT | Statistician responsible for producing, analyzing and preparing information on population health statistics, performance improvement studies and required data reporting | ** 60,000 – 89,000 |
| Waiver Services Coordinator*** | MAN21004 | FT | Provides Coordination of applications and program requirements for Habilitation Supports Waiver, Autism Waiver and subsequent site audits, represents the CMHPSM at waiver coordination activities with MDHHS, may audit clinical records as appropriate to waiver services | ** 60,000 – 89,000 |

EMPLOYEE POSITION AND SALARY TABLE

| | | | | |
|--|----------------------------------|----|---|-----------------------------|
| SUD Treatment Services Coordinator | MAN21001 | FT | Provides regional level oversight for Contracted Treatment Providers, Utilization Review for High Cost services and monitoring for Core Providers | *9-10-14 60,000 – 89,000 |
| Regional Coordinator | MAN11001 | FT | Coordinate PIHP administrative functions Staff support for Regional Operations Committee, Regional PIHP Board and Oversight Policy Board Coordinate special projects and initiatives including PIHP level grants and MDCH submissions | 54,000 – 80,000 |
| Data Reporting Coordinator | MAN12001 | FT | Provides regional coordination and communication for required reporting elements including all behavioral health and prevention reporting | 54,000 – 80,000 |
| SUD Prevention Coordinator | MAN13001 MAN13002 | FT | Provides regional level oversight for Contracted Prevention Services, Completes required SUD prevention services state reporting, provides technical assistance to prevention service providers | 54,000 – 80,000 |
| SUD Access Specialist for Monroe County | TEMP0001 | FT | Employed by the PIHP to provide Access functions for SUD services in Monroe prior to the successful award of the Core Provider in FY 2016 | 37,000 – 52,000 |
| Regional Administrative Assistant | COOR1001 | FT | Supports Regional Committees, Processes Credentialing Applications, assists Regional Coordinator in large projects | 37,000 – 52,000 |
| Regional Supports Intensity Scale (SIS) Assessor | SIS10001 SIS10002 SIS10003 | FT | MDCH mandates a standardized assessment by administered for all Adults with I/DD in service with the region. This assessment is conducted by a certified assessor not employed by the CMH where the individual receives service | 37,000 – 52,000 |

The provider audits were grouped into 7 “Standard” categories: Administration, Clinical Admission/Assessment, SUD Residential, Women’s Specialty, Documentation/Progress Notes, External Provider Referrals, and Discharge.

Methodology: The score for each question was rated using a non-applicable (N/A), 0, 1, or 2 (with 2 having the highest compliance rating possible). A percentage was then calculated based on the total scores of all records reviewed. In cases where services were not provided, the score was “non-applicable”. Items that were non-applicable were omitted from the percentage calculation.

Items that scored under 2.0 but above 1.0 resulted in a recommendation for improvement from the CMHPSM Staff. If scores fell at 1.0 or under, providers were required to submit a corrective action plan to describe what action will be taken to correct the deficiency. Providers were given 30 days to submit their plan of correction. In the event an item was unable to be corrected appropriately, CMHPSM Staff would provide technical assistance to the provider. There were no major infractions that met this category.

The following chart identifies the overall summary of the site visits conducted, including the percentage score, recommendations, and date of plan of correction returned.

Fiscal Year 2015 CMHPSM Provider Audit

| PROVIDERS | PROGRAMS OFFERED | PERCENTAGE | RECOMMENDATIONS | DATE SITE VISIT/ REPORT SENT | POC RECEIVED | POC ACCEPTED |
|-----------------------------|------------------------------------|------------|----------------------------|------------------------------|--------------|--------------|
| Home of New Vision | Outpatient, detox, case management | 96% | 7 recommendations, NO POC | 4/15/2015 /NA | N/A | N/A |
| Premier | Methadone Services | 95% | 3 recommendations, POC | 4/29/2015 7/28/2015 | 8/10/2015 | YES |
| Ann Arbor Treatment | Methadone Services | 94% | 11 recommendations, NO POC | 5/12/2015 7/7/2015 | N/A | N/A |
| Key Development | Substance Use Services, outpatient | 92% | 3 recommendations, POC | 5/6/2015 7/30/2015 | 8/17/2015 | YES |
| Salvation Army Harbor Light | Detox, residential, outpatient | 87% | 6 recommendations, POC | 6/23/2015 7/21/2015 | 8/18/2015 | YES |

| | | | | | | |
|-------------------------------|--|-----|-------------------------|------------------------|------------------------------|-----|
| Dawn Farm | Inpatient, Residential Detox | 86% | 4 recommendations, POC | 4/14/2015 7/21/2015 | 8/21/2015 | YES |
| Monroe Catholic Charities | Substance Use treatment, outpatient | 86% | 4 recommendations, POC | 7/22/2015 7/23/2015 | 7/26/2015 | YES |
| Rainbow Clinic | Methadone Services | 82% | 10 Recommendations, POC | 6/30/2015 8/13/2015 | EXTENSION GIVEN TO 9/19/2015 | NO |
| McCullough Vargas | Substance Use Services, individual and group therapy | 79% | 12 Recommendations, POC | 6/24/2015 8/6/2015 | 9/3/2015 | YES |
| Livingston Catholic Charities | Substance Use individual and group therapy | 77% | 14 Recommendations, POC | 5/6/2015 7/21/2015 | 8/17/2015 | YES |
| Lenawee Catholic Charities | Substance use treatment, individual/family | 77% | 10 Recommendations, POC | 6/24/2015 8/4/2015 | 9/11/2015 | YES |

Overall, areas where compliance improvements were necessary related to documentation timing errors, treatment planning, and clinical practices. The following list is representative of the majority of improvements needed.

1. Providing a faith based provider choice notice
2. Assessing for risk of TB, Hep C and other communicable diseases and providing referrals for testing
3. Timely treatment plans
4. Treatment plans describing type and frequencies of services
5. Treatment plan objectives and goals being measureable
6. Having a Detox plan
7. Offering Recovery coaching and peer services
8. Maintaining the proper staff to client ratios defined by licensing
9. Documenting coordination with primary care or where complex care coordination is needed or if the client is also prescribed Benzodiazepines & methadone
10. Ensuring there has been a physical exam within the last 6 months
11. Making sure the client sees a physician if they miss their med reviews in a methadone program
12. Following proper take home rules
13. Referral for Vocational, Educational and Employment services

14. Verifying the clients identity in the clinical record
15. Documentation of an advance directive
16. Staff receive training on communicable diseases and ASAM placement criteria
17. Staff have proper credentials and supervision
18. Assessing ability to pay
19. Follow policy on Fetal Alcohol Spectrum Disorders
20. Timely discharge process and summary



CMHPSM SUBSTANCE USE DISORDER – PREVENTION

Oversight Policy Board Meeting

Date: September 24, 2015

Re: Washtenaw Substance Abuse Prevention Project
Contract Changes

The CMHPSM SUD Prevention Monitoring Team recently reviewed the Washtenaw Substance Abuse Prevention Project's (WSAPP) 3rd Quarter Progress Report from multiple perspectives, including: financial, contractual, data system entries, programming, and progress on planned activities in relationship to outcomes. In review of this report, the CMHPSM has observed that the already reduced outcomes for the S.T.A.R. Program will not be met in FY 2014-15 as there were only 50 youth showing successful completion of the program; this is well below the targeted number of 115 program participants.

Additionally, the Prevention Monitoring Team experienced various issues with the management of WSAPP by SOS Community Services. Despite repeated staff attempts to resolve issues, CMHPSM has decided to discontinue funding SOS as the fiduciary for WSAPP for FY 2015-16. Further, SOS will not be funded for the S.T.A.R. Program for FY 2015-16 and remaining funds for the current fiscal year will be withheld for the S.T.A.R. Program.

Our team met with WSAPP collaborative partners to inform them of this decision. There will be two separate contracts for University of Michigan – Regional Alliance for Healthy Schools and Karen Bergbower & Associates for FY 2015-16.

The CMHPSM team is currently working with the remaining WSAPP partners to determine how the S.T.A.R. Program, or an alternative program can be successfully provided next year.